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ABSTRACT

A guide to federal student financial aid programs is provided for students. General information is provided on: eligibility, financial aid, application forms, records needed, the Student Aid Report (SAR), verification by applicants of the information reported on their applications, transfer students, deadlines, addresses where applications are sent and that provide information for dependent and independent students, telephone numbers for asking questions about the application and other federal student aid matters, and student rights and responsibilities. Information is provided on five U.S. Department of Education Programs: Pell Grants, Supplemental Educational Opportunity Grants, College Work-Study, National Direct Student Loans, and Guaranteed Student Loans/Parent Loans for Undergraduate Students (PLUS) program. Addresses and phone numbers are provided of state education agencies that provide information on Guaranteed Student Loans/PLUS Loans and state student aid. Agencies in American Samoa, the Pacific Islands, and Puerto Rico are included. For the 10 regions of the U.S. Department of Education, states in each region are identified, along with the addresses and phone numbers of each regional office. A glossary is included. (SW)

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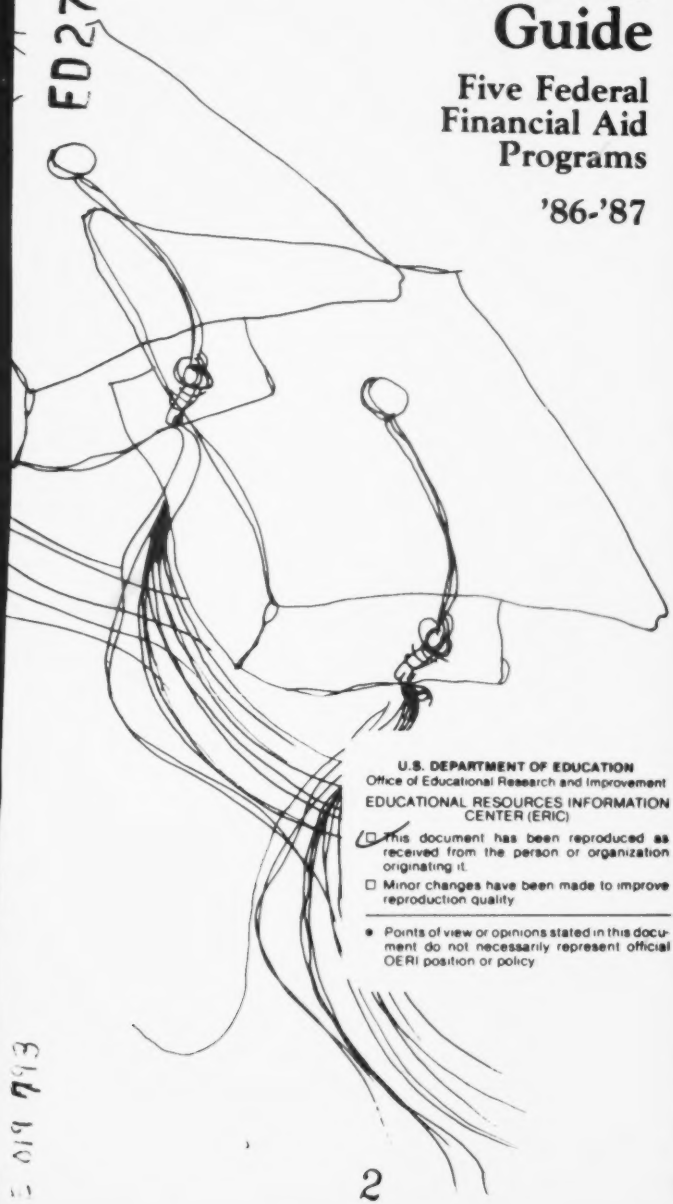
The Student Guide

Five Federal Financial Aid Programs

'86-'87



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UNITED STATES
DEPARTMENT OF EDUCATION
THE SECRETARY

If you are planning to attend college, university, or other postsecondary schools, you are among the more than 12 million citizens of the United States continuing their education beyond high school.

Our nation enrolls twice as many of its people in postsecondary study as the Soviet Union, ten times as many as France, and fifteen times the total in the United Kingdom.

President Reagan is committed to providing assistance for those who need help in paying their higher education costs. This coming year, our nation will spend an estimated $261 billion for education.

More than $11.9 billion of this sizable national commitment to education will be spent on Federal financial assistance targeted to those who need help to afford the cost of higher education. Many aid programs outlined in this publication are grants—outright assistance provided by the American people through their taxes for the pursuit of higher education. But other programs are not "free" forms of aid. They are loans, also made possible through the help of the American taxpayer, which entail an obligation to repay when a student leaves school.

When you apply for a guaranteed loan to attend college, university, or other postsecondary institutions, you make a commitment. Honoring that commitment will strengthen these programs, which will allow others to have the same type of assistance that was available to you for the pursuit of higher education. You also uphold the faith of working Americans who make these programs possible.

Financial assistance opens the door to higher education for many who could not otherwise afford its cost. Do your share to support these programs by repaying your loans after graduation. You owe it to those who will follow.

Discrimination Prohibited. No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance, or be so treated on the basis of sex under most education programs or activities receiving Federal assistance.

Table of Contents

	Page
Finding Out About Student Financial Aid	1
U.S. Department of Education Student Aid—General Information	3
Eligibility	4
Financial Need	5
Applying	6
Forms	6
Records Needed	7
Student Aid Report (SAR)	7
Verification	9
Transfer Students	10
Deadlines	10
Addresses	11
Telephone Numbers	12
Student Rights and Responsibilities	13
Five U.S. Department of Education Programs	16
Pell Grants	16
Supplemental Educational Opportunity Grants	19
College Work-Study	20
National Direct Student Loans	22
Guaranteed Student Loans/PLUS Loans	25
State Educational Agencies (Sources of Information on Guaranteed Student Loans/PLUS Loans and State Student Aid)	33
U.S. Department of Education Regional Offices	40
Glossary	42

Finding Out About Student Financial Aid

This *Guide* tells you about Federal student aid programs and how to apply for them. But education or training after high school costs more than ever, and you need to learn about as many sources of aid as you can. Taking the steps below will help.

Contact the financial aid administrator at each school you are interested in. He or she can tell you what aid programs are available there, and about how much the total cost of attending will be. If you are in high school, also talk to your guidance counselor. He or she can tell you about financial aid in general and where to look for help.

Your public library has information on State and private sources of aid. Your financial need is usually considered, but other factors may also be taken into account.

Many places of employment, as well as labor unions, have programs to help pay the cost of education after high school for employees or members (or for their children).

Check foundations, religious organizations, fraternities or sororities, and town or city clubs. Include community organizations and civic groups, such as the American Legion, YMCA, 4-H Clubs, Kiwanis, Jaycees, Chamber of Commerce, and the Girl or Boy Scouts.

National Merit Scholarships and scholarships from the National Honor Society are available to students with high grades who qualify.

Don't overlook any organizations connected with your field of interest (for example, the American Medical Association or the American

Bar Association). These organizations are listed in the U.S. Department of Labor's *Occupational Outlook Handbook* and can also be found in various directories of associations available at your public library.

If you are a veteran, veterans benefits may be available. Check with your local Veterans' Administration office.

Contact your home State's student assistance agency for information about State aid—including aid from a program jointly funded by individual States and the U.S. Department of Education. Each State has its own name for this program, as well as its own award levels, eligibility criteria, and application procedures. (At the Federal level, this program is called the State Student Incentive Grant Program.) To contact your State agency, see the list of agencies beginning on page 33.

U.S. Department of Education Student Aid—General Information

The U.S. Department of Education offers five major student financial aid programs:

Pell Grants

*Campus-Based Programs**

- **Supplemental Educational Opportunity Grants (SEOG)**
- **College Work-Study (CWS)**
- **National Direct Student Loans (NDSL)**

Guaranteed Student Loans (GSL) and PLUS Loans

Grants are awards that you do not have to pay back.

Work-Study gives you the chance to work and earn money to help pay for school.

Loans are borrowed money that you must repay with interest.

Undergraduates may receive aid from all three types of programs. Graduate students may apply for any program except Pell Grants and Supplemental Educational Opportunity Grants.

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* This Guide mentions several terms or concepts that you will need to be familiar with. Wherever these terms occur in the text, they will have an asterisk (*) next to them. This means that the term will be defined in the Glossary on pages 42–46 of this booklet.

Not all schools take part in all the programs. To find out which ones are available at a school, contact the school's financial aid office.

Eligibility

In general, you are eligible for Federal aid if you meet the following requirements:

- You are enrolled at least **half-time*** as a regular student in an eligible program at one of the more than 7,000 colleges, universities, vocational schools, technical schools, or hospital schools of nursing that take part in Department of Education financial aid programs. (In some cases, less-than-**half-time*** students may be eligible for aid from the Supplemental Educational Opportunity Grant and College Work-Study programs. See pages 19 and 20.)
- You are a U.S. **citizen*** or an **eligible non-citizen.***
- You show that you have financial need. See page 5 for a discussion of need.
- You are making **satisfactory progress*** in your course of study.
- You are not in **default*** on a National Direct Student Loan, Guaranteed Student Loan, or PLUS loan at the school you attend.
- You do not owe a refund on a Pell Grant or a Supplemental Educational Opportunity Grant at the school you attend.
- You have signed a **statement of registration status*** indicating you have registered with the Selective Service, if you are required to do so. This requirement applies to males who were born on or after January 1, 1960, are at least 18, are **citizens*** or **eligible non-citizens,*** and are not currently on active duty in the Armed Forces. (Permanent residents of the Trust Territory of the Pacific Islands or the Northern Mariana Islands are exempt.) The Department of Education has an agreement with the Selective Service to make sure students comply with this requirement. The Department will select a sample of students and verify their registration

status with the Selective Service. The names of any students who claimed to have registered but have not will be referred to the U.S. Department of Justice.

- Since aid received from any Department of Education student assistance program must be used only for educational purposes, you must sign a **statement of educational purpose*** saying that you will use the money only for expenses related to attending your school.

Financial Need

Most Federal student aid is awarded on the basis of financial need. Need is the difference between your **cost of education*** (educational expenses such as tuition, fees, room, board, books, supplies, and other expenses) and an amount you and your family are expected to contribute toward your education. A standard formula used for all applicants determines this amount, which is called the **Expected Family Contribution (EFC)*** or **Family Contribution (FC).*** If there is anything left over after subtracting the expected contribution from your **cost of education,*** you are considered to have financial need. The information you fill in on an aid application is used in determining your contribution. Factors such as income, **assets,*** and benefits (for example, unemployment benefits or Social Security) are all considered in determining your need.

If you are a handicapped student, your educational expenses may be higher—and your need therefore greater—because of costs associated with the handicap. To make sure these extra expenses are recognized, the financial aid administrator at your school will work with a representative from your State vocational rehabilitation agency. They will coordinate resources so that your Department of Education and vocational rehabilitation aid will go as far as possible toward meeting your expenses.

Applying

Forms

You can use any of the forms listed below to apply for Federal aid. However, for the GSL or PLUS programs, there are some additional steps you will need to take to apply. (See pages 25 and 31 for information on these programs.)

In order for you to be considered for aid from non-Federal as well as Federal sources, your school may specify which of these forms you should complete. The forms are—

- The U.S. Department of Education's "Application for Federal Student Aid" (AFSA)
- The College Scholarship Service's "Financial Aid Form" (FAF)
- The American College Testing Program's "Family Financial Statement" (FFS)
- The Pennsylvania Higher Education Assistance Agency (PHEAA) "Application for Pennsylvania State Grant and Federal Student Aid"
- The "Student Aid Application for California" (SAAC)

If you are filling out one of the non-Federal forms and you want to be considered for Federal student aid, you must check a box to have your information forwarded to the Federal processing center. The box is near the end of the form.

If you are filling out the Application for Federal Student Aid (AFSA), you will find two versions of the application in the AFSA booklet—a green form and a gray one. The correct one for you to fill out depends on your answers to the questions about your parents in the front of the booklet. If you must answer "yes" to any of those questions, you are considered a **dependent student,*** and you must complete the *green* form. If you can answer "no" to *all* the questions, you are considered an **independent student,*** and you must complete the *gray* form. Make sure you answer the questions carefully. You may be asked later to prove that your answers are correct (see "Verification," page 9).

No matter which application you complete, be sure to *read the instructions* as you fill it out. Most mistakes are made because students do not read instructions. In addition to carefully answering the questions about your student status (to determine if you're **dependent*** or **independent**),* pay special attention to any questions on income. Student status and income are the areas where most mistakes are made.

Note that aid from Federal programs does not automatically continue from one year to the next. You must reapply every year.

Records Needed

Before you fill out an application, you should have certain records on hand. The 1985 U.S. Income Tax Return is the most important one, since you must use specific numbers from specific lines on the tax return to fill out your application. You will need to refer to your tax return, your parents' return (if you apply as a **dependent student**),* and your spouse's return (if you are married and your spouse filed a separate return). Referring to the tax form will make it easier for you to complete your application and get it through the processing system.

You may apply even if the tax return is not yet completed. However, this means you will have to estimate the financial information on your application, and you may have to prove the accuracy of your estimate before you are awarded aid. Also, you will have to change any figures that prove to be incorrect.

Other useful records to have on hand are W-2 forms and other records of income received in 1985, current bank statements and mortgage information, and records of benefits received from the Social Security Administration, Veterans' Administration, and other agencies.

You should save all records and other materials used to prepare your application.

Student Aid Report (SAR)

If you fill out the Federal application, or if you apply for Federal aid using any of the other

forms listed on page 6 , you will receive a Student Aid Report (SAR) 4 to 6 weeks after you send in your application. The SAR contains the information you gave on your application. Your eligibility for a Pell Grant is based on that information. Your SAR will tell you whether you are eligible.

If you are eligible, you will receive a SAR that has three parts. Review the information on your SAR to make sure the answers for each item are correct. If you need to change any answers, make the changes on *Part 2* of the SAR (the Information *Review* Form). Then sign the Certification statement on the back and return Part 2 for reprocessing.

If all the information is correct, send a photocopy of both sides of *Part 1* of your SAR (the Information Summary) to the financial aid office at each school you are interested in. When you decide which school you will attend, submit *all three parts* of your SAR to that school's financial aid administrator. He or she will use your SAR to determine the amount of your Pell Grant.

Even if you are not eligible for a Pell Grant, contact the financial aid administrator. He or she may use the information on your SAR to determine whether you are eligible for aid from the other Federal student aid programs.

If it appears that you did not correctly or completely fill out your application for financial aid, the Department of Education will not be able to determine your eligibility. If this happens, Part 1 of your SAR will contain comments asking you to confirm, correct, or add information on Part 2 (the Information *Request* Form). After you have done this, sign the Certification statement on the back of Part 2 and return it for reprocessing. You will get your new SAR in 2 to 3 weeks.

Your financial aid administrator can help you make any changes and can answer any questions you have. Note that the aid administrator cannot officially accept your SAR until a Student Aid Index number has been calculated.

Verification

Either the Department of Education or your school may select you for a process called "verification." This means you will have to prove that what you reported on your application is correct. (Many schools require *all* financial aid applicants to verify the information they reported on their aid applications.)

If you are selected, you may be asked to verify information such as—

- Income
- Federal income tax paid
- Your household size
- Your status as an **independent student,*** if you filed as such
- The number of family members enrolled in postsecondary education at least **half-time***
- Any untaxed income and benefits received

As part of the verification process, you may have to give your financial aid administrator certain documents or other information. You may need to provide a signed copy of your Federal Income Tax return, your parents' return, and your spouse's return (if you are married and your spouse filed a separate return). You may also have to provide statements from agencies such as the Social Security Administration, verifying benefits received. If you apply as an **independent student,*** you may have to provide signed statements from your parents verifying your independent status.

Failure to provide proof means you will not receive aid from the Department of Education, and you may not receive aid from other sources.

If you received Federal financial aid because you reported incorrect information, you will have to repay any portion of aid you should not have received. Also, any person who intentionally makes false statements or misrepresentations on a Federal aid application is violating the law and is subject to fine or imprisonment or both.

Transfer Students

If you transfer from one school to another, your financial aid does *not* automatically go with you. To receive aid at your new school, check with that school's financial aid administrator to find out what programs are available and what steps you must take. If you have received Federal student aid and decide to transfer, you must have your old school(s) send a **financial aid transcript*** to your new school; otherwise, you will not receive aid from Department of Education programs.

If you have a Pell Grant, you must get a duplicate of your Student Aid Report (this Report is described on pages 7 and 8 of this booklet) to submit to your new school's financial aid administrator.

If you have a Guaranteed Student Loan or PLUS loan, check with your lender to be sure you can continue the loan at your new school.

If you have a National Direct Student Loan, a Supplemental Educational Opportunity Grant, or a College Work-Study job, check with the financial aid administrator at your new school to find out if funds from these programs are available.

Deadlines

May 1, 1987. Your student aid application or your Special Condition Application (see page 18 for information on this form) must be *received* at the appropriate address by this date. The application you fill out will contain the appropriate address.

Don't wait for this deadline—the earlier you apply, the better.

June 30, 1987, or your last day of enrollment in 1986–87, whichever comes first. This is the deadline for submitting your SAR to your school's financial aid office. However, you should turn in your SAR as soon as possible.

July 30, 1987. Requests for duplicate SAR's must be *received* at the Federal processing center by this date.

Addresses

If you fill out the Application for Federal Student Aid (AFSA) or Special Condition Application, the following addresses apply to you:

For Dependent Students (Green Form)

Send your Application for Federal Student Aid (AFSA) to—

Federal Student Aid Programs
P.O. Box 4120
Iowa City, Iowa 52244

Send your Special Condition Application to—

Federal Student Aid Programs
P.O. Box 4122
Iowa City, Iowa 52244

For Independent Students (Gray Form)

Send your Application for Federal Student Aid (AFSA) to—

Federal Student Aid Programs
P.O. Box 4121
Iowa City, Iowa 52244

Send your Special Condition Application to—

Federal Student Aid Programs
P.O. Box 4123
Iowa City, Iowa 52244

After you receive your Student Aid Report (SAR), if you have to make any corrections or additions, make them on Part 2 of the SAR, sign the Certification on the back, and send it to—

Federal Student Aid Programs
P.O. Box 4126
Iowa City, Iowa 52244

To find out if your application has been processed, write to—

Federal Student Aid Programs
P.O. Box 4128
Iowa City, Iowa 52244

(Remember, it takes 4 to 6 weeks for processing.)

To request a copy of your SAR or correct your address, write to—

Federal Student Aid Programs
P.O. Box 4127
Iowa City, Iowa 52244

Whether you are checking on your application, requesting a copy of your SAR, or correcting your address, make sure you include in your letter your full name, permanent address, Social Security Number, date of birth, and signature.

Telephone Numbers

There may be times when you have questions about your application, your SAR, or other Federal student aid matters, and you need an answer right away. If so, you may call one of the numbers on this page and the next, or call a Regional Office of the Department of Education. Regional Office numbers and addresses are listed on pages 40 and 41.

For information on any of the Federal financial aid programs mentioned in this booklet, call—

Federal Student Aid Information Center—
(301) 984-4070

The Information Center, located in Rockville, Maryland, provides the following services:

- Help in filing an application or correcting a SAR
- Checking the status of an application
- Checking on a school's eligibility
- Explaining eligibility requirements
- Explaining the process for determining awards
- Solving payment problems
- Explaining the verification process
- Explaining general program requirements
- Mailing publications

You may call between the hours of 9:00 a.m. and 5:30 p.m. (Eastern Standard Time), Monday through Friday.

For information on Pell Grant processing, call either the Information Center or—

Application Processing Center—(319) 337-3738

The Processing Center, located in Iowa City, Iowa, can tell you whether your application has been processed and can also help you correct your SAR. You may call between 9:00 a.m. and 7:00 p.m. (Eastern Standard Time), Monday through Friday.

Please note that you will have to pay for calls to the Information Center, the Processing Center, or a Department of Education Regional Office. These offices cannot accept collect calls.

Student Rights and Responsibilities

Education after high school costs you time, money, and effort. It's a big investment, and you should carefully evaluate the school you are considering. To help you make a good choice, you should have information on a school's academic programs, facilities, **cost of education,*** refund policy, and financial aid programs. You may also want to ask about a school's dropout rate, job placement rate, whether the school's credits can be transferred to another school, and any other information you think will help you make a decision.

Student Rights

You have the right to ask a school—

- The names of its accrediting and licensing organizations.
- About its programs; its instructional, laboratory, and other physical facilities; and its faculty.
- What the cost of attending is, and what its policy is on refunds to students who drop out.
- What financial assistance is available, including information on all Federal, State, local, private, and institutional financial aid programs.
- What the procedures and deadlines are for submitting applications for each available financial aid program.
- What criteria it uses to select financial aid recipients.

- How it determines your financial need. This process includes how costs for tuition and fees, room and board, travel, books and supplies, and personal and miscellaneous expenses are considered in your **cost of education.*** It also includes the resources considered in calculating your need (such as parental contribution, other financial aid, **assets,*** etc.).
- How much of your financial need, as determined by the institution, has been met.
- How and when you will be paid.
- To explain each type and amount of assistance in your **financial aid package.***
- What the interest rate is on any student loan that you have, the total amount you must repay, the length of time you have to repay, when you must start repaying, and what cancellation or deferment provisions apply.
- If you are offered a College Work-Study job—what kind of job it is, what hours you must work, what your duties will be, what the rate of pay will be, and how and when you will be paid.
- To reconsider your aid package, if you believe a mistake has been made, or if your enrollment or financial circumstances have changed.
- How the school determines whether you are making **satisfactory progress,*** and what happens if you are not.
- What special facilities and services are available to the handicapped.

Student Responsibilities

It is your responsibility to—

- Review and consider all information about a school's program before you enroll.
- Pay special attention to your application for student financial aid, complete it accurately, and submit it on time to the right place. Errors can delay or prevent your receiving aid.
- Know and comply with all deadlines for applying or reapplying for aid.
- Provide all additional documentation, verifica-

tion, corrections, and/or new information requested by either the financial aid office or the agency to which you submitted your application.

- Read, understand, and keep copies of all forms you are asked to sign.
- Repay any student loans you have. When you sign a **promissory note,*** you are agreeing to repay your loan.
- Notify your school of a change in your name, address, or attendance status (**half-time,*** three-quarter-time, or full-time). If you have a loan, you must also notify your lender of these changes.
- Satisfactorily perform the work agreed upon in a College Work-Study job.
- Understand your school's refund policy.

Five U.S. Department of Education Programs

Pell Grants

- ►Grant—no repayment
- ►For undergraduates only
- ►Eligibility determined by standard formula
- ►Amount of award based on cost of education,* enrollment status, length of attendance

What is a Pell Grant?

Pell Grants are awards to help undergraduates pay for their education after high school. For many students, these grants provide a "foundation" of financial aid, to which aid from other Federal and non-Federal sources may be added. Unlike loans, grants do not have to be paid back.

How do I qualify?

The Department of Education uses a standard formula, revised and approved every year by Congress, to evaluate the information you report when you apply for a Pell Grant. The formula produces a Student Aid Index number. Your Student Aid Report (see page 7) contains this number and will tell you whether you are eligible for a Pell Grant.

The formula used to determine your Student Aid Index is too long to be included here. However, you can get a booklet that describes the formula in detail by writing to—Formula Book, Department DED–87, Pueblo, Colorado 81009.

Using a formula guarantees equal treatment for all applicants, but it also means that, except for the few specific cases listed on page 18, there are no exceptions made for unique financial circumstances of students or their families.

How much can I get?

Awards for the 1986–87 academic year (July 1, 1986 to June 30, 1987) will depend on program funding. The maximum award for the 1985–86 academic year was $2,100. How much you actually get will depend on your Student Aid Index number, the **cost of education*** at your school, whether you are a full-time or part-time student, and how long you will be enrolled in the 1986–87 academic year.

When should I apply?

The sooner, the better. Your 1986–87 application must be *received* by May 1, 1987.

How will I be paid?

Usually, your school will credit your award to your account, pay you directly, or use a combination of these methods. The school must tell you in writing how and when you will be paid and how much your award will be. For the school's records, you should acknowledge in writing the school's notification. Schools must pay at least once per term (semester, trimester, or quarter). Schools that do not use formally defined, traditional terms must pay at least twice per academic year.

Some schools use a payment system called the Alternate Disbursement System (ADS). If you attend one of these schools, the Federal Government pays you directly by check. To get the check, you must fill out a "Request for Payment of Award" (Form 304). You can get this form from the financial aid office at your school.

Four to six weeks after you mail the form, you will receive an "ADS Student Report" (Form 304-1) telling you how much your first award

payment will be. Later payments are not made automatically. To get them, you must file your "ADS Student Report" according to the instructions it contains.

The aid application asks for 1985 income information, but my financial situation has changed for the worse since then. Is there any way I can show this change?

For 1986–87, Pell Grant eligibility usually will be calculated using 1985 income information (see "Records Needed," page 7). In certain cases, however, you can file a Special Condition Application. This application lets you estimate your 1986 income information, and your eligibility will be calculated using that estimate instead of your 1985 income.

In general, you can file a Special Condition Application if your family financial situation has recently changed for the worse because of—

- Death
- Separation or divorce
- Loss of a full-time job
- Loss of nontaxable income or benefits such as Social Security, child support, Aid to Families with Dependent Children (AFDC or ADC), welfare, unemployment benefits, etc.

You can get a Special Condition Application from a high school counselor, from a financial aid office, or by writing to—Special Condition Application, Department DEC–87, Pueblo, Colorado 81009.

Remember: The Special Condition Application gives specific details about the circumstances that allow you to fill it out. Only if one of them applies to you can you file this form. These circumstances differ slightly depending on whether you are a **dependent*** or **independent student.***

If I submit my Student Aid Report to the financial aid office late in the school year, can I still be paid a Pell Grant?

Yes. If you submit your SAR before the dead-

lines noted on page 10, you can be paid for all periods of eligible attendance at the school where you are enrolled. But it is better to submit your SAR as soon as possible, because your financial aid administrator may use it to consider you for other forms of aid.

If I'm attending two schools at the same time, can I get a Pell Grant from each one?

No. Usually, the school that grants your degree is the school that will pay you. If you are enrolled in degree programs at two different schools, check with the financial aid administrator at each one to find out how you will be paid.

Supplemental Educational Opportunity Grants

- ►Grant—no repayment
- ►For undergraduates only
- ►**Campus-based program***
- ►Amount of award based on need and availability of funds

What is an SEOG?

A Supplemental Educational Opportunity Grant (SEOG) is an award to help you pay for your education after high school. It is for undergraduates only, and it does not have to be paid back.

How much can I get?

You can get up to $2,000 a year, depending on your need (see page 5), the availability of SEOG funds at your school, and the amount of other aid you are receiving.

When should I apply?

Different schools set different deadlines. They are usually early in each calendar year, so apply as soon as possible. Find out what the deadlines are by checking with the financial aid administrator at your school.

How will I know if I'm going to get an SEOG?

Your school will send you a letter listing the amount and kinds of financial aid you will get.

What's the difference between an SEOG and a Pell Grant?

The Department of Education guarantees that each participating school will receive enough money to pay the Pell Grants of its students. An SEOG is different. Each school receives a set amount of money for SEOG's, and when that money is gone, there are no more SEOG's for that year. That's why it's important to meet the school's financial aid application deadlines.

How will I be paid?

Your school will credit your SEOG to your account, pay you directly, or use a combination of these methods. If the school credits your account, it must give you a receipt. Schools must pay students at least once per term (semester, trimester, or quarter). Schools that do not use traditional terms must pay at least twice during the academic year.

I'm going to school less than half-time.* Can I get an SEOG?

You may be able to. A school may choose to award up to 10 percent of its SEOG funds to less-than-**half-time*** students. To find out if your school does this, contact the financial aid administrator.

College Work-Study

- ►Provides jobs to earn money for school
- ►For undergraduate and graduate students
- ►**Campus-based program***
- ►Amount of award based on need and availability of funds

What is College Work-Study?

The College Work-Study (CWS) Program provides jobs for undergraduate and graduate students who need financial aid. CWS gives you a chance to earn money to help pay your educational expenses.

How much can I make?

Your pay will be at least the current Federal

minimum wage, but it may also be related to the type of work you do and its difficulty.

Your total CWS award depends on your need (see page 5), the amount of money your school has for this program, and the amount of aid you get from other programs.

When do I apply?

Each school has its own deadlines. However, they are usually early in each calendar year, so apply as soon as possible. Find out what the deadlines are by checking with the financial aid administrator at your school.

How will I be paid?

If you are an undergraduate, you will be paid by the hour. If you are a graduate student, you may be paid by the hour or you may receive a salary. No CWS student may be paid by commission or fee. Your school will pay you at least once a month.

Are College Work-Study jobs on-campus or off-campus?

Both. However, a CWS job must always be for a public or private nonprofit organization. If the job is off campus, it also must be in the public interest (for example, for a Federal, State, or local public agency).

Can I work as many hours as I want?

No. Your school sets your work schedule. In arranging a job and assigning work hours, your class schedule, your health, and your academic progress will be taken into account.

I'm going to school less than half-time.* Can I get a CWS job?

You may be able to. A school may use up to 10 percent of its CWS funds for less-than-**half-time*** students. To find out if your school does this, contact the financial aid administrator.

How will I know if I'm going to get a CWS job?

Your school will send you a letter listing the amount and kinds of financial aid you will get, including information about CWS employment.

National Direct Student Loans

►Loan—must be repaid
►For undergraduate and graduate students
►**Campus-based program***
►Amount of loan based on need and availability of funds

What is an NDSL?

A National Direct Student Loan (NDSL) is a low-interest (5 percent) loan to help you pay for your education after high school. These loans are for both undergraduate and graduate students and are made through a school's financial aid office. Check with your financial aid administrator to find out if your school takes part in the NDSL Program.

How much can I get?

Depending on your financial need (see page 5), the availability of NDSL funds at your school, and the amount of other aid you are receiving, you may borrow up to—

- $3,000 if you are enrolled in a vocational program, or if you have completed less than 2 years of a program leading to a bachelor's degree.
- $6,000 if you are an undergraduate student who has already completed 2 years of study toward a bachelor's degree and has achieved third-year status. (This total includes any amount you borrowed under NDSL for your first 2 years of study.)
- $12,000 for graduate or professional study. (This total includes any amount you borrowed under NDSL for your undergraduate study.)

When do I apply?

Each school sets its own deadlines. They are usually early in each calendar year, so apply as soon as possible. Find out what the deadlines are by checking with the financial aid administrator at your school.

How will I be paid?

After you sign a **promissory note*** agreeing to repay the loan, your school will either pay you

directly or credit your account. If the school credits your account, it must give you a receipt. You will receive the loan in at least two payments.

How will I know if I'm going to get an NDSL?

Your school will send you a letter listing the amount and kinds of financial aid you will get.

When do I pay back my NDSL?

You begin repaying 6 months after you graduate, leave school, or drop below **half-time*** status. You may be allowed up to 10 years to repay your loan. The amount of each payment depends upon the size of your debt, but usually you must pay at least $30 per month. In special cases—for example, if you are unemployed or ill for a long period of time—your school may allow you to make payments that are less than $30 per month or may extend your repayment period.

What happens if I don't pay back my loan?

Your school can require you to repay the entire amount immediately, including all interest and penalty charges. It can sue you to collect that amount, and it can ask the Federal Government for help in collecting from you. The school or the Federal Government can also notify credit bureaus of your **default,*** and this may affect your future credit rating. Also, the Internal Revenue Service may withhold your income tax refund so that your NDSL will be repaid.

Can I defer (postpone) repayment of my NDSL?

Under certain conditions, yes. You may defer repayment while you are attending an approved school at least **half-time.***

You may defer repayment for up to 3 years while you are—

- A member of the U.S. Armed Forces or the Commissioned Corps of the U.S. Public Health Service.
- A Peace Corps volunteer, a volunteer in ACTION programs such as VISTA, or a full-time volunteer in service the Department of Education has determined is comparable to that of the Peace Corps or ACTION.

You may defer repayment for up to 3 years if you are temporarily totally disabled, or if you cannot work because your spouse is temporarily totally disabled and you must care for him or her. (In either case, your doctor must certify that the disability is total and temporary.)

You may defer repayment for up to 2 years while serving an eligible **internship.***

Your repayment will be deferred for 6 months after the end of any of the periods listed above.

You may defer repayment because of extraordinary circumstances such as unemployment or prolonged illness. However, interest on your loan will continue to accumulate.

Can my NDSL be cancelled?

Your NDSL will be cancelled if you die or become totally and permanently disabled.

Part of your NDSL will be cancelled for each year you are a full-time teacher of handicapped children, or for each year you teach full-time in a designated elementary or secondary school that serves low-income students. In both these cases, your entire loan will have been cancelled after the fifth full year of teaching.

Part of your NDSL will be cancelled for each year of full-time work in specified Head Start programs. After the seventh year, your entire loan will have been cancelled.

If you serve as an enlisted person in certain selected specialties of the U.S. Army, the Department of Defense will, as an enlistment incentive, *repay* a portion of the principal balance of your NDSL.

What are my rights as a borrower?

You must be provided with a copy of your **promissory note*** and repayment schedule.

You have a 6-month "grace period" before your payments begin and interest begins to accumulate.

Under the circumstances discussed on the previous page and above, you have a right to defer repayment.

Under the circumstances discussed above, you have a right to cancel repayment.

If you cannot repay the loan according to schedule, you may request deferment for a specified period of time if it will assist you in avoiding **default**.* However, there is no guarantee that such a deferment will be granted. If you fall behind in your payments, your school may demand that you pay back the entire loan plus interest immediately.

You have the right to obtain an NDSL without security and without endorsements, unless you are a minor in a State where the signature of a minor is not legally binding under State law.

You may at any time pay the entire loan balance and any interest due without being charged a penalty by the lender.

What are my responsibilities as a borrower?

You must repay the loan according to the repayment schedule. If you cannot, notify your school immediately.

You must notify your school if you—

- Graduate or withdraw from school.
- Transfer to another school.
- Drop below **half-time*** status.
- Change your name, address, or Social Security Number.

You must notify your school of anything that affects your ability to repay the loan or your eligibility for deferment or cancellation.

If you have any questions about the terms of your loan, repayment obligations, deferment, or cancellation, check with the school that made the loan to you. Remember, only that school can grant deferment or cancellation, or make decisions concerning your loan.

Guaranteed Student Loans/ PLUS Loans

►Loan—must be repaid
►For undergraduate and graduate students
►Need test for higher-income GSL borrowers/no need test for PLUS

What is a GSL?

A Guaranteed Student Loan (GSL) is a low-interest loan made to you by a lender such as a bank, credit union, or savings and loan association, to help you pay for your education after high school. These loans are insured by the **guarantee agency*** in your State (see the list beginning on page 33) and reinsured by the Federal Government.

For new borrowers, the interest rate is 8 percent. For students who currently have a 7 or 9 percent GSL, the interest rate on additional GSL's will continue to be 7 or 9 percent.

How much can I borrow?

If you are an undergraduate student, you can borrow up to $2,500 a year. If you are a graduate student, you can borrow up to $5,000 a year.

The total GSL debt you can have outstanding as an undergraduate is $12,500. The total for graduate or professional study is $25,000, including any loans made at the undergraduate level.

You can't borrow more than the **cost of education*** at your school, minus any other financial aid you receive.

Higher-income borrowers are subject to a need "test." Your school's financial aid administrator will add your **Expected Family Contribution*** to your other financial aid. If that total is less than your school's **cost of education,*** you are considered to have need and are eligible for a GSL. (Note that in some cases, the amount of your need may limit the size of your GSL.)

How do I apply?

You get a GSL application from a lender, a school, or your State **guarantee agency.*** After you fill out your part of the application, the school you plan to attend must complete the part that certifies your enrollment, your **cost of education,*** your academic standing, any other financial aid you will receive, and your financial need. You then take the application to a lender that participates in the GSL Program. If the lender agrees to make the loan, it gets the approval of the **guarantee agency*** and the Depart-

ment of Education, and gives you the loan in one or more payments.

When should I apply?

You should begin looking for a lender as soon as you are accepted by your school.

After you submit your application to a lender and the lender agrees to make the loan, it usually takes 4 to 6 weeks to get your loan approved by the **guarantee agency.***

When do I pay back my GSL?

Loan repayments begin 6 months after you leave school or drop below **half-time*** status if your interest rate is 8 or 9 percent, and 9 to 12 months after you leave school or drop below **half-time*** status if your interest rate is 7 percent. The lender generally must allow you at least 5 years to repay the loan and may allow up to 10 years.

When you leave school, you must contact your lender to establish a repayment schedule. The amount of each payment depends upon the size of your debt. You should ask your lender what your monthly payments will be before you take out the loan.

What happens if I don't pay back my loan?

The **guarantee agency*** or the Federal Government can sue you to collect the loan, and you may be required to repay the entire amount immediately. Credit bureaus will be notified of your **default,*** and this may affect your future credit rating. Also, the Internal Revenue Service may withhold your income tax refund so that your GSL will be repaid.

The lenders I've contacted either don't take part in the GSL Program or won't make me a loan because I don't meet one of their conditions. What should I do?

Experience has shown that if you actually visit a lender, you may be more successful in getting a loan than if you just inquire by telephone. If you cannot find a lender in your area, contact the **guarantee agency*** listed for your State. (See the list beginning on page 33.)

Banks and other lenders take part voluntarily

in the GSL Program and lend their own money. While the Department of Education encourages lenders to provide student loans, it cannot dictate the policies of a lending institution, as long as those policies do not discriminate on the basis of the applicant's race, religion, national origin, sex, age, marital status, or handicap, or because the applicant is receiving public assistance, or because the applicant has exercised any rights under the Consumer Credit Protection Act.

Is there any charge for making a GSL?

Yes, you must pay an "origination fee" of 5 percent, which will be deducted from your loan before you receive it. This money is passed on to the Federal Government to help reduce the Government's cost of subsidizing these low-interest loans.

The **guarantee agency*** in your State may also charge you an insurance premium. Usually, this premium is collected at the time the lender disburses your loan. The amount varies from State to State; however, it cannot be more than 1 percent per year of the outstanding principal balance of the loan.

Can I defer (postpone) repayment of my GSL?

Under certain conditions, yes. You may defer payments for up to 3 years while you are—

- A member of the U.S. Armed Forces or the Commissioned Corps of the U.S. Public Health Service.
- A Peace Corps volunteer, a volunteer in ACTION programs such as VISTA, or a full-time volunteer in service the Department of Education has determined is comparable to that of the Peace Corps or ACTION.

You may defer repayment for up to 3 years if you are temporarily totally disabled, or if you cannot work because your spouse is temporarily totally disabled and you must care for him or her. (In either case, your doctor must certify that the disability is total and temporary.)

You may defer repayment for up to 2 years while serving an eligible **internship.***

You may defer repayment for a single period of up to 1 year while you are unemployed and actively looking for a full-time job.

You may defer repayment for periods of full-time study at an eligible school, for study in an approved graduate fellowship program, for study in an approved rehabilitation training program for the disabled, and for full-time study at a school operated by the Federal Government. (Most federally operated schools are associated with VA or Public Health Service hospitals, or with the Armed Forces.)

If you believe you are eligible for a deferment, contact your lender.

Note: If you are in **default,*** *you are not eligible for a deferment.*

Can my GSL be cancelled?

Only if you become totally and permanently disabled, or if you die. However, if you serve as an enlisted person in certain selected specialties of the U.S. Army, the Department of Defense will, as an enlistment incentive, *repay* a portion of the principal balance of your GSL.

What are my rights as a GSL borrower?

You must be given a copy of the complete **promissory note,*** and the original note must be returned to you when the loan is paid in full.

Your loan check must be payable to you or, with your written permission, to both you and your school. The check must have your signature.

You must be provided with a repayment schedule before repayment begins. You must pay at least $600 a year, unless your lender agrees to a lesser amount.

If the lender sells the loan or transfers the right to receive payments, you must be notified.

You have a right to Federal interest benefits. This means that the Federal Government will pay the interest on your loan until your repayment period begins and will also pay during authorized deferment periods.

You have a right to a "grace period" before your repayment period begins. The grace period starts when you leave school or drop below **half-**

time* status, as defined by your school. The exact length of this period is shown on your promissory note.*

You have a right to pay the whole loan or any portion of the loan at any time without penalty.

You have a right to deferment of repayment after the grace period, if you qualify. Under deferment, you are not required to make payments on the loan principal for a certain period of time. The conditions that qualify a borrower for a deferment are listed on pages 28 and 29 and are listed under DEFERMENT on your promissory note.*

You may request forbearance if you are willing but unable to meet your repayment schedule and are not eligible for a deferment. Forbearance means permitting payments to be stopped temporarily, allowing an extension of time for making payments, or making smaller payments than were previously scheduled. Your lender does not have to grant forbearance.

What are my responsibilities as a GSL borrower?

You should use care in choosing a school. Each school must provide prospective students information about itself and its programs. You should consider this information carefully before deciding to attend a school.

You must find a lender willing to make the loan. Participation by lenders in the GSL Program is voluntary and varies from area to area.

You must arrange with your lender to pay the interest on your GSL if you do not qualify for, or if you voluntarily waive, Federal interest benefits.

You must notify your lender if, before the loan is repaid, you—

- Graduate, withdraw from school, or drop below half-time* status.
- Transfer to another school.
- Fail to enroll in the school for the period for which the loan was intended.
- Change your name or address.

You must repay the loan according to the

repayment schedule your lender will give you.

You must notify your lender of anything that affects your eligibility for a deferment or your ability to repay the loan.

You can use the proceeds of your loan only for tuition and other reasonable educational expenses.

PLUS Loans

What are PLUS loans?

PLUS loans provide additional funds for educational expenses. The interest rate for these loans is 12 percent. Like GSL's, they are made by a lender such as a bank, credit union, or savings and loan association.

Who can get a loan, and how much can they borrow?

- Parents may borrow up to $3,000 per year, to a total of $15,000, for each child who is enrolled at least **half-time*** and is a **dependent*** undergraduate student.
- Graduate students may borrow up to $3,000 per year, to a total of $15,000. This amount is in addition to the GSL limits.
- **Independent*** undergraduates may borrow up to $2,500 per year. However, the PLUS loan, combined with any GSL the undergraduate also may have, cannot exceed the yearly and total GSL undergraduate limits ($2,500 and $12,500).

How does a borrower apply?

The same way as for a GSL. Unlike GSL borrowers, however, PLUS borrowers do not have to show need, although they may have to undergo a credit analysis.

Is there any charge for making a PLUS loan?

The **guarantee agency*** in your State may charge you an insurance premium. Usually, this premium is collected at the time the lender disburses the loan. This amount cannot be more than 1 percent per year of the outstanding principal balance of the loan.

There is no origination fee for a PLUS loan.

What are the repayment and deferment conditions?

A parent borrower must begin repaying both principal and interest within 60 days after the loan is disbursed. There are no deferments for parent borrowers.

Graduate students and **independent*** undergraduates do not have to begin repaying *principal* within 60 days after the loan is disbursed, but they are expected to begin repaying *interest* during that time, unless the lender agrees to allow the interest to accumulate until they leave school or drop below **half-time*** status. Also, these borrowers are eligible for the same deferments as GSL borrowers. If they are in a deferment status, the lender may agree to let the interest accumulate until the deferment ends.

I'm having trouble finding a lender. What should I do?

Contact your State **guarantee agency.*** It's the best source of information on the PLUS Program in your State. These agencies are listed on pages 33 to 39.

What are the rights and responsibilities of a PLUS borrower?

Many of the rights and responsibilities of GSL borrowers also apply to PLUS borrowers. However, some of them are different. Make sure that you get a copy of your rights and responsibilities from your lender or school.

State Educational Agencies (Sources of Information on Guaranteed Student Loans/PLUS Loans and State Student Aid)

ALABAMA
Alabama Commission on Higher Education
1 Court Square, Suite 221
Montgomery, Alabama 36197
GSL and State Aid:
(205) 269–2700

ALASKA
Alaska Commission on Postsecondary Education
400 Willoughby Avenue
Pouch FP
Juneau, Alaska 99811
GSL and State Aid:
(907) 465–2962

ARIZONA
GSL: Arizona Educational Loan Program
2600 North Central Avenue
Suite 621
Phoenix, Arizona 85004
(800) 352–3033 (AZ students only)
(602) 252–5793

State Aid:
Commission for Postsecondary Education
1645 West Jefferson
Suite 127
Phoenix, Arizona 85007
(602) 255–3109

ARKANSAS
GSL: Student Loan Guarantee Foundation of Arkansas
219 So. Victory
Little Rock, Arkansas 72201
(501) 371–2634

State Aid: Department of Higher Education
1301 West 7th Street
Little Rock, Arkansas 72201
(501) 371–1441, Ext. 56

CALIFORNIA
California Student Aid Commission
1410 Fifth Street
Sacramento, California 95814
GSL: (916) 323–0435
State Aid: (916) 445–0880

COLORADO
GSL: Colorado Guaranteed Student Loan Program
11990 Grant, Suite 500
North Glenn, Colorado 80233
(303) 450–9333

State Aid: Colorado Commission on Higher Education
Colorado Heritage Center
1300 Broadway, 2nd Floor
Denver, Colorado 80203
(303) 866–2723

CONNECTICUT
GSL: Connecticut Student Loan Foundation
25 Pratt Street
Hartford, Connecticut 06103
(203) 547-1510

State Aid: Connecticut Department of Higher Education
61 Woodland Street
Hartford, Connecticut 06105
(203) 566-2618

DELAWARE
GSL: Delaware Higher Education Loan Program
c/o Brandywine College
P.O. Box 7139
Wilmington, Delaware 19803
(302) 478-3000

State Aid:
Delaware Postsecondary Education Commission
Carvel State Office Building
820 North French Street
4th Floor
Wilmington, Delaware 19801
(302) 571-3240

DISTRICT OF COLUMBIA
GSL: Higher Education Loan Program of Washington, D.C.
1030 15th St., N.W.
Suite 1050
Washington, D.C. 20005
(202) 289-4500

State Aid: Office of Postsecondary Education Research and Assistance
D.C. Department of Human Services
1331 H Street, N.W.
Suite 600
Washington, D.C. 20005
(202) 727-3688

FLORIDA
Office of Student Financial Assistance
Knott Building
Tallahassee, Florida 32301
GSL: (904) 488-8093
State Aid: (904) 488-6181

GEORGIA
Georgia Student Finance Commission
2082 East Exchange Place
Suite 200
Tucker, Georgia 30084
GSL: (404) 493-5468
State Aid: (404) 493-5444

HAWAII
GSL: Hawaii Education Loan Program
1314 South King Street
Suite 962
Honolulu, Hawaii 96814
(808) 536-3731

State Aid: State Postsecondary Education Commission
209 Bachman Hall
University of Hawaii
2444 Dole Street
Honolulu, Hawaii 96822
(808) 948-8213

IDAHO
GSL: Student Loan Fund of Idaho, Inc.
Processing Center
P.O. Box 730
Fruitland, Idaho 83619
(208) 452-4058

State Aid: Office of State Board of Education
650 West State Street
Room 307
Boise, Idaho 83720
(208) 334-2270

ILLINOIS
Illinois State Scholarship Commission
106 Wilmot Road
Deerfield, Illinois 60015
GSL: (312) 945-7040
State Aid: (312) 948-8550

INDIANA
State Student Assistance Commission of Indiana
964 North Pennsylvania Avenue
Indianapolis, Indiana 46204
GSL: (317) 232-2366
State Aid: (317) 232-2351

IOWA
Iowa College Aid Commission
201 Jewett Building
9th and Grand Avenue
Des Moines, Iowa 50309
GSL: (515) 281-4890
State Aid: (515) 281-3501

KANSAS
GSL: Higher Education Assistance Foundation
6800 College Blvd.
Suite 600
Overland Park, Kansas 66211
(913) 345-1300

State Aid: Kansas Board of Regents
Suite 609, Capitol Tower
400 W. 8th
Topeka, Kansas 66603
(913) 296-3517

KENTUCKY
Kentucky Higher Education Assistance Authority
1050 U.S. 127 South
West Frankfort Office Complex
Frankfort, Kentucky 40601
GSL and State Aid:
(502) 564-7990

LOUISIANA
Governor's Special Commission on Education and Services
P.O. Box 44127
Capitol Station
Baton Rouge, Louisiana 70804
GSL and State Aid:
(504) 925-3630

MAINE
Maine Department of Educational and Cultural Services
Division of Higher Education Services
State House Station 119
Augusta, Maine 04333
GSL and State Aid:
(207) 289-2183

MARYLAND
GSL: Maryland Higher Education Loan Corporation
2100 Guilford Avenue
3rd Floor
Baltimore, Maryland 21218
(301) 659-6555

State Aid: Maryland State Scholarship Board
2100 Guilford Avenue
2nd Floor
Baltimore, Maryland 21218
(301) 659-6420

MASSACHUSETTS
GSL: Massachusetts Higher Education Assistance Corporation
330 Stuart Street
Boston, Massachusetts 02116
(617) 426-9796

State Aid: Massachusetts Board of Regents of Higher Education
Scholarship Office
330 Stuart Street
Boston, Massachusetts 02116
(617) 727-9420

MICHIGAN
GSL: Michigan Department of Education
Guaranteed Student Loan Program
Box 30047
Lansing, Michigan 48909
(517) 373-0760

State Aid: Michigan Department of Education
P.O. Box 30008
Lansing, Michigan 48909
(517) 373-3394

MINNESOTA
GSL: Higher Education Assistance Foundation
85 East 7th Street
Suite 500
St. Paul, Minnesota 55101
(612) 227-7661

State Aid: Minnesota Higher Education Coordinating Board
Capitol Square, Suite 400
550 Cedar Street
St. Paul, Minnesota 55101
(612) 296-3974

MISSISSIPPI
GSL: Mississippi Guarantee Student Loan Agency
3825 Ridgewood Road
P.O. Box 342
Jackson, Mississippi 39205-2336
(601) 982-6663

State Aid: Mississippi Postsecondary Education Financial Assistance Board
P.O. Box 2336
Jackson, Mississippi 39225-2336
(601) 982-6168

MISSOURI
Coordinating Board for Higher Education
P.O. Box 1438
Jefferson City, Missouri 65102
GSL and State Aid:
(314) 751-3940

MONTANA
Montana University System
33 South Last Chance Gulch
Helena, Montana 59620
GSL: (406) 444-6594
State Aid: (406) 444-6570

NEBRASKA
GSL: Higher Education Assistance Foundation
Cornhusker Bank Building
11th and Cornhusker Highway
Suite 304
Lincoln, Nebraska 68521
(402) 476-9129

State Aid: Nebraska Coordinating Commission for Postsecondary Education
P.O. Box 95005
Lincoln, Nebraska 68509
(402) 471-2847

NEVADA
GSL: Nevada State Department of Education
400 West King Street
Carson City, Nevada 89710
(702) 885-5914

State Aid: Financial Aid Office
University of Nevada, Reno
Room 200 TSSC
Reno, Nevada 89557
(702) 784-4666

NEW HAMPSHIRE
GSL: New Hampshire Higher Education Assistance Foundation
P.O. Box 877
Concord, New Hampshire 03301
(603) 225-6612

State Aid: New Hampshire Postsecondary Education Commission
2½ Beacon Street
Concord, New Hampshire 03301
(603) 271-2555

NEW JERSEY
GSL: New Jersey Higher Education Assistance Authority
C. N. 543
Trenton, New Jersey 08625
(609) 292-3906

State Aid: Department of Higher Education
Office of Student Assistance
Number 4 Quakerbridge Plaza
C. N. 540
Trenton, New Jersey 08625
1-(800) 962-INFO (within NJ)
(609) 588-3230

NEW MEXICO
GSL: New Mexico Educational Assistance Foundation
P.O. Box 27020
Albuquerque, New Mexico 87125-7020
(505) 345-3371

State Aid: Board of Educational Finance
1068 Cerrillos Road
Santa Fe, New Mexico 87501-4295
(505) 827-8300

NEW YORK
New York State Higher Education Services Corporation
99 Washington Avenue
Albany, New York 12255
GSL: (518) 473-1574
State Aid: (518) 474-5642

NORTH CAROLINA
North Carolina State Education Assistance Authority
P.O. Box 2688
Chapel Hill, North Carolina 27515
GSL and State Aid:
(919) 549-8614

NORTH DAKOTA
GSL: Bank of North Dakota
Student Loan Department
700 Main Street East
Box No. 5509
Bismarck, North Dakota 58502-5509
(701) 224-5656

State Aid: North Dakota Student Financial Assistance Program
10th Floor, State Capitol
Bismarck, North Dakota 58505-0154
(701) 224-4114

OHIO
GSL: Ohio Student Loan Commission
P.O. Box 16610
Columbus, Ohio 43266-0610
(614) 466-3091

State Aid: Ohio Board of Regents
Student Assistance Office
3600 State Office Tower
30 East Broad Street
Columbus, Ohio 43215
(614) 466-7420

OKLAHOMA
Oklahoma State Regents for Higher Education
500 Education Building
State Capitol Complex
Oklahoma City, Oklahoma 73105
GSL and State Aid:
(405) 521-8262

OREGON
Oregon State Scholarship Commission
1445 Willamette Street
No. 9
Eugene, Oregon 97401
1-(800) 452-8807 (within OR)
GSL: (503) 686-3200
State Aid: (503) 686-4166

PENNSYLVANIA
Pennsylvania Higher Education Assistance Agency
660 Boas Street
Harrisburg, Pennsylvania 17102
GSL:
1-(800) 692-7392 (within PA)
(717) 257-2860
State Aid:
1-(800) 692-7435 (within PA)
(717) 257-2500

RHODE ISLAND
Rhode Island Higher Education Assistance Authority
274 Weybosset Street
Providence, Rhode Island 02903
GSL and State Aid:
(401) 277-2050

SOUTH CAROLINA
GSL: South Carolina Student Loan Corporation
Interstate Center, Suite 210
P.O. Box 21487
Columbia, South Carolina 29221
(803) 798-0916

State Aid: Higher Education Tuition Grants Agency
411 Keenan Building
Box 11638
Columbia, South Carolina 29211
(803) 758-7070

SOUTH DAKOTA
GSL: Education Assistance Corporation
115 First Avenue, S.W.
Aberdeen, South Dakota 57401
(605) 225-6423

SOUTH DAKOTA
GSL: Education Assistance Corporation
115 First Avenue, S.W.
Aberdeen, South Dakota 57401
(605) 225-6423

State Aid: Department of Education and Cultural Affairs
Richard F. Kneip Building
700 N. Illinois Street
Pierre, South Dakota 57501
(605) 773-3134

TENNESSEE
Tennessee Student Assistance Corporation
B-3 Capitol Towers—Suite 9
Nashville, Tennessee 37219-5097
GSL and State Aid:
1-(800) 342-1663 (within TN)
(615) 741-1346

TEXAS
GSL: Texas Guaranteed Student Loan Corporation
P.O. Box 15996
Austin, Texas 78761
(512) 835-1900

State Aid: Coordinating Board, Texas College and University System
P.O. Box 12788, Capitol Station
Austin, Texas 78711
(512) 475-8169

UTAH
GSL: Loan Servicing Corp. of Utah
660 South 200 East
Salt Lake City, Utah 84111
(801) 363-9151

State Aid: Utah State Board of Regents
3 Triad Center, Suite 550
Salt Lake City, Utah 84180-1205
(801) 538-5247

VERMONT
Vermont Student Assistance Corporation
Champlain Mill
P.O. Box 2000
Winooski, Vermont 05404
GSL and State Aid:
1-(800) 642-3177 (within VT)
(802) 655-9602

VIRGINIA
GSL: State Education Assistance Authority
6 North Sixth Street
Suite 300
Richmond, Virginia 23219
(804) 786-2035

State Aid: State Council of Higher Education for Virginia
James Monroe Building
101 N. 14th Street
Richmond, Virginia 23219
(804) 225-2141

WASHINGTON
GSL: Washington Student Loan Guaranty Association
500 Colman Building
811 First Avenue
Seattle, Washington 98104
(206) 625-1030

State Aid: Council for Postsecondary Education
908 East Fifth Avenue
Olympia, Washington 98504
(206) 753-3571

WEST VIRGINIA
GSL: Higher Education Assistance Foundation
Higher Education Loan Program of West Virginia, Inc.
P.O. Box 591
Charleston, West Virginia 25322
(304) 345-7211

State Aid: West Virginia Board of Regents
P.O. Box 4007
Charleston, West Virginia 25364
(304) 347-1211

WISCONSIN
GSL: Wisconsin Higher Education Corporation
137 East Wilson Street
Madison, Wisconsin 53703
(608) 266-2897

State Aid: Wisconsin Higher Educational Aids Board
P.O. Box 7885
Madison, Wisconsin 53707
(608) 267-2206

WYOMING
GSL: Higher Education Assistance Foundation
American National Bank Building
20th Street at Capitol
Suite 320
Cheyenne, Wyoming 82001
(307) 635-3259

State Aid: Wyoming Community College Commission
2301 Central Avenue
Barrett Building, 3rd Floor
Cheyenne, Wyoming 82002
(307) 777-7763

AMERICAN SAMOA
GSL: Pacific Islands Educational Loan Program
United Student Aid Funds, Inc.
1314 South King Street
Suite 962
Honolulu, Hawaii 96814
(808) 536-3731

State Aid: American Samoa Community College
P.O. Box 2609
Pago Pago, American Samoa 96799
(684) 699-9155

NORTHERN MARIANA ISLANDS
GSL: See American Samoa

State Aid: Northern Marianas College Board of Regents
P.O. Box 1250
Saipan, CM 96950
(Saipan) 7312

GUAM
GSL: See American Samoa

State Aid: University of Guam
UOG Station
Mangilao, Guam 96913
(671) 734-2921

PUERTO RICO
GSL: Higher Education Assistance Corporation
P.O. Box 42001
Minillas Station
San Juan, Puerto Rico 00940-2001
(809) 723-6000

State Aid: Council on Higher Education
Box F-UPR Station
San Juan, Puerto Rico 00931
(809) 751-5082/1136

TRUST TERRITORY OF THE PACIFIC ISLANDS
GSL: See American Samoa

State Aid: Community College of Micronesia
P.O. Box 159
Kolonia, Ponape, F.S.M. 96941
(Ponape) 480 or 479

Micronesian Occupational College
P.O. Box 9
Koror, Palau 96940
471

VIRGIN ISLANDS
Board of Education
P.O. Box 11900
St. Thomas, Virgin Islands 00801
GSL and State Aid:
(809) 774-4546

USAF, INC.
United Student Aid Funds Processing Center
P.O. Box 50827
Indianapolis, Indiana 46250
(800) 382-4506 (within IN)
(800) 428-9250

U.S. Department of Education Regional Offices

Region I

Connecticut
Maine
Massachusetts
New Hampshire
Rhode Island
Vermont

Office of Student Financial Assistance
U.S. Department of Education
J. W. McCormack Post Office and
Courthouse Building, Room 510
Boston, Massachusetts 02109
(617) 223-6895

Region II

New Jersey
New York
Puerto Rico
Virgin Islands
Panama Canal Zone

Office of Student Financial Assistance
U.S. Department of Education
26 Federal Plaza, Room 3954
New York, New York 10278
(212) 264-4426

Region III

Delaware
District of Columbia
Maryland
Pennsylvania
Virginia
West Virginia

Office of Student Financial Assistance
U.S. Department of Education
P.O. Box 13716
Philadelphia, Pennsylvania 19101
(215) 596-0247

Region IV

Alabama
Florida
Georgia
Kentucky
Mississippi
North Carolina
South Carolina
Tennessee

Office of Student Financial Assistance
U.S. Department of Education
101 Marietta Tower, Suite 423
Atlanta, Georgia 30323
(404) 221-4171

Region V

Illinois
Indiana
Michigan
Minnesota
Ohio
Wisconsin

Office of Student Financial Assistance
U.S. Department of Education
300 South Wacker Drive
Chicago, Illinois 60606
(312) 353-8942

Region VI

Arkansas
Louisiana
New Mexico
Oklahoma
Texas

Office of Student Financial Assistance
U.S. Department of Education
1200 Main Tower Building
Dallas, Texas 75202
(214) 767-3811

Region VII

Iowa
Kansas
Missouri
Nebraska

Office of Student Financial Assistance
U.S. Department of Education
324 East 11th Street, 9th Floor
Kansas City, Missouri 64106
(816) 374-3136

Region VIII

Colorado
Montana
North Dakota
South Dakota
Utah
Wyoming

Office of Student Financial Assistance
U.S. Department of Education
1961 Stout Street—3rd Floor—FOB
Denver, Colorado 80294
(303) 844-3676

Region IX

Arizona
California
Hawaii
Nevada
American Samoa
Guam
Trust Territory of the Pacific Islands
Wake Island

Office of Student Financial Assistance
U.S. Department of Education
50 United Nations Plaza
San Francisco, California 94102
(415) 556-0137

Region X

Alaska
Idaho
Oregon
Washington

Office of Student Financial Assistance
U.S. Department of Education
Third and Broad Building
Mail Stop 102
2901 Third Avenue
Seattle, Washington 98121
(206) 442-4027

Glossary

Assets: Savings and checking accounts, home or business value, stocks, bonds, real estate, trust funds, etc. Cars are not considered assets, nor are possessions such as stamp collections or musical instruments.

Campus-Based Programs: Supplemental Educational Opportunity Grants (SEOG's), College Work-Study (CWS), and National Direct Student Loans (NDSL's). These Federal programs are called "campus-based" because they are administered by the financial aid administrator at the school. Your **financial aid package*** may contain aid from one or more of these programs.

Citizen/Eligible Non-Citizen: You must be one of the following to receive Federal student aid:

- U.S. citizen
- U.S. national
- U.S. permanent resident who has an I-151 or I-551 (Alien Registration Receipt Card)
- Permanent resident of the Trust Territory of the Pacific Islands
- Permanent resident of the Commonwealth of the Northern Mariana Islands

If you are not in one of these categories, you must have a Departure Record (I-94) from the U.S. Immigration and Naturalization Service (INS) showing one of the following designations:

- "Refugee"
- "Asylum Granted"
- "Indefinite Parole" and/or "Humanitarian Parole"
- "Cuban-Haitian Entrant"

If you are in the U.S. on an F1 or F2 student visa only, or on a J1 or J2 exchange visitor visa only, you cannot get Federal student aid.

Note: Only citizens and nationals can receive a GSL or PLUS for study at a foreign institution.

Cost of Education (or **Cost of Attendance**): The total amount it will cost a student to go to school. It is usually expressed as a yearly figure. For Pell Grants, the cost of education is limited to tuition and fees; on-campus room and board (or a housing and food allowance for off-campus students); and allowances for books, supplies, and miscellaneous expenses. The **campus-based*** and GSL programs are more flexible and may include other expenses such as travel, child care, and costs related to a handicap. Talk to the financial aid administrator at the school you are planning to attend if you have any unusual expenses that may affect your cost of education or your ability to pay that cost.

Default: Failure to repay a student loan according to the terms agreed to when you signed a **promissory note.*** If you default on a student loan, your school, lender, State, and the Federal Government all can take action to recover the money. Default may affect your future credit rating, and you may not be able to receive additional Federal aid if you decide to return to school.

Dependent Student: One who must answer "yes" on the aid application to any of these questions:

- Did or will the student live with the parents for more than 6 weeks in 1985? in 1986?
- Did or will the student get more than $750 worth of support from the parents in 1985? in 1986?
- Did or will the parents claim the student as a U.S. income tax exemption in 1985? in 1986?

Married students who can answer "no" to all the questions for 1986 are considered independent.

Dependent students report their (and their spouse's) income information, along with their

parents' income information, on the aid application. **Independent students*** report only their own (and their spouse's) income information.

Expected Family Contribution (EFC)/Family Contribution (FC): This figure is determined by a formula and indicates how much of your family's financial resources should be available to help pay for school. This figure is important because your financial aid administrator will subtract it from your **cost of education*** to find out how much you *can't* pay. To determine this amount, the information you fill in on an aid application is evaluated. Factors such as your (and your family's) taxable and non-taxable income, as well as **assets*** such as savings or the net worth of a home, are considered in determining your family's financial strength. Certain allowances are subtracted from both income and **assets*** to protect part of them for future needs. A portion of the remaining amount is considered available to help pay for postsecondary educational costs.

If you have any unusual expenses that may affect your expected family contribution, make sure that you notify your financial aid administrator.

Financial Aid Package: The total amount of financial aid a student receives. Federal and non-Federal aid such as loans, grants, or work-study are combined in a "package" to help meet the student's need. Using available resources to give each student the best possible package of aid is one of the major responsibilities of a school's financial aid administrator.

Financial Aid Transcript: A record of the Department of Education student aid you have received. If you have received Federal student aid and you transfer, you must request that your old school(s) send your financial aid transcript to the school you will be attending. If your new school does not receive a financial aid transcript from the old one(s), you will not receive aid from Department of Education programs.

Guarantee Agency: The organization that administers the GSL and PLUS programs in your State. The Federal Government sets loan limits and interest rates, but each State is free to set its own additional limitations, within Federal guidelines. This agency is the best source of information on GSL's and PLUS loans in your State.

Half-Time: At schools measuring progress by credit hours and academic terms (semesters, trimesters, or quarters), "half-time" means at least 6 semester hours or quarter hours per term. At schools measuring progress by credit hours but not using academic terms, "half-time" means at least 12 semester hours or 18 quarter hours per year. At schools measuring progress by clock hours, "half-time" means at least 12 hours per week. Note that schools may choose to set higher minimums than these. Also, GSL requirements may be slightly different.

Independent Student: One who must answer "no" on the aid application to all the questions listed under the definition of **dependent student.***

Internship: A period of supervised practical training required to begin professional practice. If you are enrolled in an internship program, and the internship requires all students to have at least a bachelor's degree before they are admitted (medical residency, for example), you may defer repayment of your Guaranteed Student Loan (GSL) or National Direct Student Loan (NDSL) for up to 2 years.

Promissory Note: The legal document you sign when you get a student loan. It lists the conditions under which you are borrowing and the terms under which you agree to pay back the loan.

Satisfactory Progress: Each school that takes part in Federal student aid programs must have a written standard of satisfactory academic progress. To receive Federal aid, you must meet that standard.

Statement of Educational Purpose: You must sign this statement in order to receive Federal student aid. By signing it, you agree to use your student aid only for education-related expenses. The 1986–87 Student Aid Report (SAR) contains such a statement. You must sign either this statement or a similar one prepared by the school.

Statement of Registration Status: If you are required to register with the Selective Service, you must sign a statement indicating you have done so before you can receive any Federal student aid. Part 1 of the 1986–87 Student Aid Report contains such a statement. You must sign either that one or a similar one prepared by your school. (Some schools require all students to sign a statement, indicating either that the student has registered or is not required to do so.)

Note: If you already have a statement on file with your school, you do not have to sign another one, unless your registration status has changed.

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How to save. Jog.
Fix your car. Quit smoking.
Choose life insurance. Get a patent.
Select a home computer. Apply for credit.
Remove mildew. Shape up. Buy a telephone.
Write a resume. Reduce cholesterol.
Discover parks. Avoid drug reactions.
Buy surplus land. Control cockroaches.
Make a job change. Choose a house.
Pay for an educat Prevent sunburn.
Select a mortgag pot a con job.
Choose a lawyer small business.
Check for breast cancer. Buy an IRA.
Cut down on sodium. Save energy.
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Help your kids to study.
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